

**Program Requirements:**

"Program Requirements" specify the courses required for this program. See suggested course sequence for additional information.

**A major of 21 units is required for the associate in science degree.**

**Required core courses (21 units)**

<b>COURSE</b>	<b>TITLE</b>	<b>UNITS</b>
<input type="checkbox"/> ACCT 105	Introduction to Accounting	3
<input type="checkbox"/> BUS 101	Introduction to Business	3
<input type="checkbox"/> CBIS 101	Computer Concepts & Applications	3
<input type="checkbox"/> CBIS 108	Networking and Administration	3
<input type="checkbox"/> CBIS 112	Intro to Visual Basic Program	3
<input type="checkbox"/> CBIS 141	Microsoft Excel-Comprehensive	3
<input type="checkbox"/> CBIS 142	Microsoft Access-Comprehensive	3

## Suggested Course Sequence

The "Suggested Course Sequence" is an example of how to complete the requirements plus any additional general education that may be needed. If you would like to create a personalized Student Education Plan (SEP), schedule a meeting with a counselor.

### FALL SEMESTER (YEAR 1)

Course	Title	Units
<input type="checkbox"/> BUS 101	Introduction to Business	3
<input type="checkbox"/> CBIS 101	Computer Concepts & Applications	3
<input type="checkbox"/> AHC Grad Req	Math Competency	3-5
<input type="checkbox"/> AHC Grad Req	Health Education or First Aid	3
<input type="checkbox"/> AHC Grad Req	Dance or Physical Activity	.5-3
<b>Total Units</b>		12.5-17

#### Tasks:

- Complete Career Exploration
- Meet with Counselor (SEP)
- Visit library & tutoring
- Review Financial Aid Req.
- Apply AHC Scholarship

### SPRING SEMESTER (YEAR 1)

Course	Title	Units
<input type="checkbox"/> CBIS 108	Networking and Administration	3
<input type="checkbox"/> ENGL 101	Freshman Composition: Exposition	4
<input type="checkbox"/> AHC GE REQ	Category 2B: American History or Government	3
<input type="checkbox"/> AHC GE REQ	Category 5: Living Skills	3
<input type="checkbox"/> ELECTIVE	100-LEVEL COURSE	3
<b>Total Units</b>		16

#### Tasks:

- Set up Jobspeaker
- Attend Career Exploration Day
- FAFSA or Dream Act due March 2
- Apply AHC Scholarship

### FALL SEMESTER (YEAR 2)

Course	Title	Units
<input type="checkbox"/> ACCT 105	Introduction to Accounting	3
<input type="checkbox"/> CBIS 141	Microsoft Excel-Comprehensive	3
<input type="checkbox"/> AHC GE REQ	Category 1: Natural Science	3-4
<input type="checkbox"/> ELECTIVE	100-LEVEL COURSE	3
<input type="checkbox"/> ELECTIVE	100-LEVEL COURSE	3
<b>Total Units</b>		15-16

#### Tasks:

- Meet with a Transfer Counselor
- Develop Resume at Career Center
- Review Financial Aid Requirements
- Apply for AHC Scholarship

### SPRING SEMESTER (YEAR 2)

Course	Title	Units
<input type="checkbox"/> CBIS 112	Intro to Visual Basic Program	3
<input type="checkbox"/> CBIS 142	Microsoft Access-Comprehensive	3
<input type="checkbox"/> AHC GE REQ	Category 2A: Social Sciences	3
<input type="checkbox"/> AHC GE REQ	Category 3: Humanities	3
<input type="checkbox"/> AHC Grad Req	Multicultural and Gender Studies	3
<b>Total Units</b>		15

#### Tasks:

- Apply for Degree with Counseling
- Utilize Job Search Resources
- Complete FAFSA or Dream Act by March 2
- Attend Job Fair/Career Exploration Da